

MEMORANDUM FOR: Director of Training

SUBJECT: Management Training

REFERENCE: Memo dtd 28 Feb 64 to DD/S fr C/TN/EN/MT, subj:  
Review of Agency Management Training

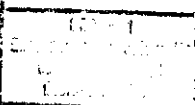
1. I have read your memorandum of 28 February 1964 carefully and find the essence very interesting.
2. I should like to develop something in a format which we can forward to the Deputy Director of Central Intelligence, possibly with information copies to the other Deputy Directors, which would put into sharp focus certain important points about our management training. The following are the kinds of questions that I should like to see presented succinctly:

- a. What is the scope and magnitude of CIA's managerial job including the approximate levels and numbers of managers who exercise authority that has an appreciable effect upon Agency operations
- b. What is known concerning the effectiveness of our managers and, if sufficiently known, what are their areas of weakness which can be corrected by training
- c. What should be our objectives in management training in our type of intelligence organization
- d. Can a program be devised which will materially improve our management process

Without getting into too much history, your staffing problem, etc., I think that this is the kind of information top management should have and focus upon. I think that this information can be depicted in such a way as to pinpoint those components which apparently have little or no interest in management training.

3. Would you please see what you can do along these lines sometime in the near future.

UNCLASSIFIED



L. K. White  
Deputy Director  
for Support

JOB NO. BOX NO. FLD NO. DOC NO. NO CHANGE  
IN CLASS/DECLASS/CLASS CHANGED TO: TS S C RET. JUST  
NEXT REV DATE: REV DATE: EEVIEWER: TYPE DOC. C.C.  
NO. PGS. 2. CATION DATE. ORG COMP. OFI. ORG CLASS. S  
REV CLASS. 4. REV COORD. AUTH: HR 70-3

UNCLASSIFIED		CONFIDENTIAL		SECRET	
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP					
TO	NAME AND ADDRESS		INITIALS		DATE
1	Director of Training 819 Broyhill				
2					
3	DTR				
4					
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
<p><b>Remarks:</b> The attached Action Memo A-412 requires preparation of a program for management training. This requirement is consistent with Colonel White's memo to you dated 17 August 1964 setting forth some of the factors which must be considered in the development of such a program.</p> <p>Although Action Memo A-412 does not set a deadline, I believe we should comply with it at an early date. Mr. Kirkpatrick suggests discussion of the matter before preparation of the report. Will you, therefore, give us an outline for such a discussion by 15 September.</p> <p style="text-align: right;"><i>[Signature]</i> RLB</p>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.					DATE
Acting Deputy Director for Support 7D18					26 AUG 1964
UNCLASSIFIED		CONFIDENTIAL		SECRET	

FORM NO. 237  
1 APR 55

Replaces Form 30-4  
which may be used.

☆ U. S. GOVERNMENT PRINTING OFFICE : 1955-O-342531 (40)